



Housing Authority of the City of Alameda

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IF YOU WISH TO ADDRESS THE COMMISSION:

1. Please file a speaker's slip with the Executive Director, and upon recognition by the Chair, approach the rostrum and state your name; speakers are limited to 3 minutes per item.
2. Lengthy testimony should be submitted in writing and only a summary of pertinent points presented verbally.
3. Applause and demonstrations are prohibited during Housing Commission meetings.
4. Cell phones are to be turned off or switched to vibrate.

AGENDA

REGULAR MEETING OF THE HOUSING COMMISSION

DATE & TIME

Wednesday, June 15, 2011, 7:00 p.m.

LOCATION

Independence Plaza Ruth Rambeau Memorial Community Room
703 Atlantic Avenue, Alameda, CA

Welcome to the meeting of the Housing Commission of the City of Alameda. Regular Housing Commission meetings are held on the third Wednesday of each month at Independence Plaza. Cell phones are to be turned off or put on vibrate.

Public Participation

Anyone wishing to address the Commission on agenda items or business introduced by Commissioners may speak for a maximum of three minutes per agenda item when the subject is before the Commission. Please file a speaker's slip with the Executive Director if you wish to address the Housing Commission.

PLEDGE OF ALLEGIANCE

1. **ROLL CALL** - Housing Commission
2. **CONSENT CALENDAR**

- Consent Calendar items are considered routine and will be approved or accepted by one motion unless a request for removal for discussion or explanation is received from the Housing Commission or a member of the public.



- 2-A. Minutes of the Housing Commission Regular Meeting held May 18, 2011. Staff recommends acceptance.
- 2-B. Budget Variance Report. For information only.
- 2-C. Write-Off of Uncollectible Tenant Accounts Receivable. Staff recommends approval to write-off the attached tenant accounts receivable totaling \$4,139.68.
- 2-D. Amendment 2011-02 to Housing Choice Voucher Program (HCVP) Administrative Plan. We recommend approval of the attached Amendment (2011-02) to the HCVP Administrative Plan.
- 2-E. Amend Records Retention and Disposition Policy. Staff recommends the Housing Commission approve the revisions to the Housing Authority's records Retention and Disposition Policy to clarify that imaged records and paper records are treated equally under this policy.
- 2-F. Amend the Administrative Plan and Policy for Management of Authority-Owned Properties. Staff recommends adoption of the proposed changes to the Administrative Plan and the Policy for Management of Authority-owned Properties to reference the Housing Authority Language Access Plan for persons with Limited English Proficiency.
- 2-G. Authorize the Executive Director to open the site-based Alameda Point Collaborative Project-Based Voucher waitlist and to open the site-based AHA Esperanza Project-Based Voucher wait list for Five (5) Bedroom units. Staff recommends the Housing Commission:
 - 1. Authorize the Executive Director to open the site-based Alameda Point Collaborative Project-Based Voucher waitlist.
 - 2. Authorize the Executive Director to open the sitebased Alameda Point Collaborative Project-Based Voucher waitlist for five (5) bedroom units at Esperanza.
- 3. AGENDA
- 3-A. Project Name for 2216 Lincoln Avenue. Endorse the naming committee's recommendation to name the project at 2216 Lincoln Avenue Jack Capon Villa and forward the recommended name to the Housing Authority Board of Commissioners for its approval.
- 3-B. Affordable Housing Education and Outreach Program. This report is for information only and no action is required.
- 3-C. Recommend Adopting a Resolution to Amend the Housing Authority Budget to Increase Funding for CIP GF310 by \$93,600; Increasing and Amending the

Architectural Contract by \$32,800 Including Contingencies; Awarding the Contract to N.S. Construction and Painting in the Amount of \$580,800 Including Contingencies, and Authorizing the Executive Director to Execute the Contract and Amendment. Staff recommends the Housing Commission recommend to the Board of Commissioners to:

1. Adopt a resolution to increase the Fiscal Year 2012 CIP GF3-10 budget by \$93,600 to \$613,141 for the expansion of the Housing Authority office building and additional architectural services (Budget Revision No. 4).
2. Amend and increase the Architectural contract by \$32,800 to \$65,800 including contingencies.
3. Award the contract to N.S. Construction and Painting in the amount of \$580,800 including contingencies; and
4. Authorize the Executive Director to execute the contract and amendment.

3-D. Recommend Autonomy for Housing Authority. Recommend to the Board of Commissioners and the City Council to take the required actions necessary to create an autonomous Housing Authority.

3-E. Oral Report from the Nominating Committee. This report is for information only.

4. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)

5. COMMISSIONER COMMUNICATIONS, (Communications from the Commissioners)

6. ADJOURNMENT

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Note:

- * Materials related to an item on this agenda submitted to the Housing Commission after distribution of the agenda packet are available for public inspection in the Housing Authority of the City of Alameda, 701 Atlantic Avenue, Alameda, CA 94501 during normal business hours.
- * Sign language interpreters will be available on request. Please contact Carol Weaver, Executive Assistant, at 747-4325 voice or 522-8467 TDD at least 72 hours before the meeting to request an interpreter.
- * Accessible seating for persons with disabilities (including those using wheelchairs) is available.
- * Minutes of the meeting are available in large print.
- * Audiotapes of the meeting are available on request.
- * Please contact Carol Weaver at 747-4325 voice or 522-8467 TDD at least 72 hours prior to the meeting to request agenda materials in an alternative format, or any other reasonable accommodation that may be necessary to participate in and enjoy the benefits of the meeting.